



DEPARTMENT OF THE ARMY
HEADQUARTERS, 15TH REGIMENTAL SIGNAL BRIGADE
FORT GORDON, GEORGIA 30905-5729

REPLY TO
ATTENTION OF:

ATZH-TB

23 April 2007

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter 13: Gender Separation and Barracks Supervision

REFERENCES

TRADOC REGULATION 350-6, (Training) Enlisted Initial Entry Training (IET) Policies and Administration.

1. The following guidelines apply to all barracks where the 15th Regimental Signal Brigade Initial Entry Training (IET) Soldiers live.

a. Housing male and female Soldiers on the same floor without a physical barrier separating them is prohibited. Each of our organic barracks has lockable, alarmed doors separating male and female ends of the building, both in the hallway and stairwells. Additionally, outside access doors are lockable and alarmed to prevent unauthorized access through those doors.

b. Supervisory Controls:

(1) Charge of Quarters: CTC/ITC qualified cadre members and Drill Sergeants may perform CQ duties. Fireguards and/or runners will assist Cadre in providing supervision and security in the barracks. The CQ will be at the designated area and not in offices or rooms, except when making routine checks. The CQ will remain awake on duty until relieved by another member of the chain of command. The CQ will make periodic checks of the male and female living areas to account for all unit personnel. No fewer than four runners will assist the CQ, two on the female end and two stationed with the CQ on the first floor. The two runners stationed on the female end of the first floor will always be two females. The two runners stationed at the main CQ desk will be either two male or two female Soldiers. Male only barracks will have one fireguard at each end of the first floor. The CQ will ensure that fireguards and runners are aware of their duties and responsibilities.

(2) Fireguards: Fireguards are required on all floors. There will be one roving fireguard on duty on the second and third floors. The fireguards will always be of the same gender as the Soldiers sleeping in their assigned area. Fireguards will not be on duty for more than two hours. Fireguards are responsible for the safety and security of their area and will accompany the CQ

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through the platoon area during bed checks. Fireguards will prevent access of unauthorized personnel into their area and report all incidents or safety issues to the CQ immediately.

(3) Signs indicating male and female living areas will be posted.

c. Security:

(1) All barracks access doors will be secured at all times with the exception of the one entrance where the CQ and his/her two runners are stationed. The female side exterior barracks doors will be locked and alarmed at all times. Each is equipped with a quick release panic bar in the event of emergency. The CQ will maintain positive control over all keys of secured doors. Entrance door lights will be illuminated. Female Soldiers' rooms are equipped with door locks. Female Soldiers will lock their doors when the room is occupied. Rooms will be left unlocked when room is unoccupied. CQ has the master key to all room doors.

(2) The doors between the CQ (common area side) and female hallway will be shut at all times, and will be locked and alarmed when CQ is not present or at final bed check daily. Final bed check is defined as 0100 hrs after swing shift return to barracks. Doors between female fireguard and both female hallways will remain open. If stairwell door alarmed on the female stairwell becomes inoperative, the door between the CQ desk, the fireguard and the female hallway will remain open until the door alarm is fixed by DPW. If conditions for barriers cannot be met in temporary buildings, genders will be separated by building. All attempted intrusions onto the female floor will be reported immediately to the CQ.

d. Soldiers of different genders will not use the same interior stairway to get to their living areas. Stairwells on the female side of the barracks will remain alarmed and locked at all times. Stairwell doors have panic alarms on the male side and are to be used if an emergency exists.

e. All IET Soldiers, except fireguards, runners, and students on scheduled shift training, will be in bed after lights out. The CQ will clear all shift schedule students if they enter/exit the building after lights out. Extra duty and/or additional training will not be performed after lights out.

f. There will be no unauthorized visitations between genders in the sleeping areas.

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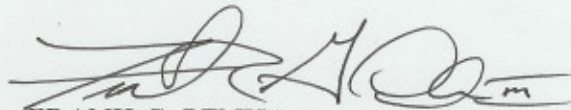
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g. Billeets will have designated separate male/female latrines. (Signs designating male and female latrine will be posted.) Use of designated facilities by the opposite sex is prohibited.

h. Laundry Rooms: Male and female Soldiers will have separate laundry facilities, where possible.

i. Unannounced inspections: Brigade and battalion staff duty personnel and company chain of command will augment the security and supervisory responsibilities of the CQ. Staff duty personnel and the chain of command will make unannounced inspections of the barracks after duty hours and on weekends to ensure safe and secure living conditions are maintained.

2. Violation of this policy memorandum by any 15th Regimental Signal Brigade Soldier provides a basis for disciplinary action under the Uniform Code of Military Justice or adverse administrative action.



FRANK G. PENHA
COL, SC
Commanding

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